



**ALASKA DEPARTMENT OF LABOR  
& WORKFORCE DEVELOPMENT**

**Alaska Workforce Investment Board  
Policy & Planning/Assessment & Evaluation Committee  
Thursday, August 30, 2007 @ 10:00 A.M.  
Teleconference Number: 1.800.315.6338 Code 2942  
Meeting Minutes**

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- **Call to Order:** Neal Foster, Linda Hulbert, MJ Longley, John Palmatier Indra Arriaga (Michael Black's designee), Scott Clark
- **Staff:** Louise Dean, Project Coordinator/AWIB, Jim Schol, Project Coordinator/AWIB, Bejean Page, Administrative Manager/AWIB
- **Guests:** Charlotte Brower, North Slope Savaat Center, Mike Catsi/SWAMC
- **Approval of Agenda, Chair**

No agenda to approve. Today's meeting was called to meet with Charlotte Brower from the North Slope Savaat Center in Barrow. She had responded to the AWIB's letter to the RACs and sent a written reply including a packet of information. Neal asked that the information be copied to the committee.

- **Approval of Minutes**

No minutes to approve, this will be done at the regular P&P/A&E meeting.

- **Action Items**

None.

- **Discussion Items**

Linda Hulbert spoke about the interior RAC. She is the Vice Chair for the interior RAC. They have been an operating and functional council for the last five years. They meet monthly and are very active and very involved. Neal asked Jim to contact Linda for more information about the interior RAC. Find out who is the best contact person, information on priorities and membership lists. He would also like a time scheduled with the committee to meet with the interior RAC.

Neal asked Jim to work with Mike Catsi/SWAMC to formalize information and set up a meeting to go over what the priorities are in their region. Mike would like to have contact information from the interior RAC to see what they have been doing, his email

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is: [mcatsi@swamc.org](mailto:mcatsi@swamc.org). Linda will send information (email of membership and information about chair) for the interior RAC to Louise and she will send the information out to the committee.

Mike gave an update about SWAMC prior to Charlotte Brower joining the meeting. Mike has been in Skagway for the past 17 years. For four years he has worked as the Executive Director of the Skagway Development Corporation, a non-profit local economic development group. He has been on the city council for 4 ½ years. He started in May of this year as the Executive Director for the SW Region. Mike is very interested in workforce development and would like more information on how the RACs work.

Charlotte Brower is from Barrow and she is with the North Slope Savaat Center. Their next meeting is a round table discussion on 9/19, the agenda will be out today and she will send us a copy. They are working on the same issues but different players as their membership has changed, some have moved on. They are going to address streamlining so that they stay on task and address issues written to them in the letter from AWIB, what their needs and priorities are. They will also discuss what they want to get out of the round table and what to advocate more of the money too so that the AWIB would know what our needs are. They will also be looking at the delivery of services, where they are weak and what we can do to improve our services.

Neal asked Charlotte about the top three or top five occupations that training funds would provide the greatest impact for.

Charlotte - **CDL training** is very high here but we came to find out that our local college can only do so much due to their teacher resource, heavy equipment operating training they can only take 6 per semester and that is a limitation because of their equipment, they are getting equipment but it will still be limited to six students. So we find ourselves working with our clients that want to have the **heavy equipment operator** training have to go out of the North Slope area. For heavy equipment and the others we've been able to work with Ilisavik College and we noticed that they will follow the market and they will offer these different courses like welding. So we are flexible in that way.

Neal asked Charlotte to update us after your round table meeting on the 19<sup>th</sup> and maintain this dialogue in terms of keeping everyone active and trying to stay current.

Louise or Jim could someone take what we are hearing here and summarize that because I do want to share this with the full board and those of you from the RAC's we do have executive committee meetings once a month also and then the policy and



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planning meetings. I believe that the executive meetings are open to the public. It is a good opportunity to learn more about AWIB.

Louise or Jim take this information and start to compile a template to share with the rest of the board.

MJ – are we following up with the RAC list from the May board meeting.

Neal – Jim can you update the rest of the committee on the RAC contact list?

Jim – I’ve spoken with Nikki Crichen out of Fairbanks, she gave me her past list of names and contacts, those people expounded and gave me other contacts and lists, and I’ve contacted them. We formulated a letter from the AWIB and it was sent out to each of those on the list. The only actual response was from Charlotte Brower who contacted us and that is why she is here today. We also found Mike Catsi from SWAMC who is also here. North Slope and Fairbanks are active. I spoke with a Michael Johnson with the Mayer’s office – he has given me some points of contact but no real information about the Anchorage regional advisory council itself. I contacted the Wasilla Chamber of Commerce not leading to a very active regional council in the Mat-Su Valley. I talked with John Parker who works for the Kenai Economic Development Council on the Kenai peninsula, he was on the old regional advisory council. In speaking with John, I learned that essentially their past experience with the regional councils wasn’t good. John did not seem very excited about getting back involved or becoming an active participant.

Neal – That goes back to the funding issues and areas wanting to get funding for the RAC.

MJ – I don’t think there was any follow through or there was a lack of funding.

Neal – lack of funding yes.

MJ – Workforce investment never volunteered or were able to visit the RACs that were operational.

Neal – The timing is appropriate to get out there.

MJ – I mentioned the YK. I am available. Invite several members to visit. Have the active RAs come to the board meeting and share their model with us to keeping active.

Neal – Is that a big group for your round table.



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Charlotte – Yes. The date is 9/19 from 1:00 to 5:00, a short agenda. Next day after is the North Slope Oil and Gas Forum (20 & 21). You can find that information [www.north-slope.org](http://www.north-slope.org). Just go under events and it will tell you 2007 Oil & Gas.

Neal – Louise please send Andy an email and let him know about those events happening up there and see if he has any interest or if he would like to delegate somebody and I'll follow that up by contacting him too but if you could send him that for now. Jim – get an update out to everybody; to the full board on your efforts in contacting the regional advisory council get an email out to everybody. Could somebody could do a summary for the full board of what we have gone over today. We will schedule our next meeting and let everybody know.

Louise will check with Charlotte to see if people can call into their round table.

Louise said she would email Neal with ideas for the next P&P meeting. Maybe Charlotte could be at the next P&P meeting after her round table. It was agreed to put her on the agenda for the next meeting.

- **Other Items**
- **Adjournment**

**Action Tracker**

WHO	WHAT	DUE BY	STATUS
Jim Schol	Contact Linda Hulbert for information on Interior RAC and to set up meeting with committee.		
Jim Schol	Contact Mike Catsi for information on SWAMC and to set up meeting with committee.		
Louise	Summarize the meeting with Charlotte to share with the board.		complete
Jim	Make a template for RAC information to share with the board.		
Jim Schol	Update the board on your contacts with the RACs		
Louise Dean	Send an email to Andy telling him about the 9/19 1-5 round table discussion and the oil & gas meetings.		Sent to Andy with summary